



Center for Student Success, 3<sup>rd</sup> Floor  
 College of Marin-Kentfield Campus  
 835 College Ave, Kentfield, CA 94904

**ASCOM MEETING**

**MINUTES**

**(September 18, 2026)**

**12:30 p.m. – 2:00 p.m.**

Order of Business

a. Call to Order: 12:31 p.m.

b. Roll Call:

| OFFICERS                                                            | PRESENT | ABSENT      |
|---------------------------------------------------------------------|---------|-------------|
| PRESIDENT<br><b>VLADISLAV VERBITSCHI</b>                            | X       |             |
| VICE PRESIDENT<br><b>SIRAWIT (MARC) CHANSATEIN</b>                  | X       |             |
| STUDENT TRUSTEE<br><b>HENRY GORAY</b>                               | X       |             |
| SECRETARY<br><b>MALISA NG</b>                                       | X       |             |
| TREASURER<br><b>YANIS LOUAHDI</b>                                   |         | X (Excused) |
| SENATOR – TECHNOLOGY<br><b>AMAANI CASSIM</b><br>(Appointed 9/18/26) | X       |             |
| SENATOR – ENVIRONMENTAL ACTION<br><b>JESSICA SCHIFFMAN</b>          | X       |             |
| SENATOR – STUDENT ACTIVITIES & SERVICES<br><b>ANTHONY MENA</b>      | X       |             |
| SENATOR – STUDENT ACTIVITIES & SERVICES<br><b>JAFF FEDE</b>         | X       |             |
| SENATOR – PUBLIC RELATIONS & MARKETING<br><b>BRIANA GONZALEZ</b>    | X       |             |

|                                                                   |          |  |
|-------------------------------------------------------------------|----------|--|
| SENATOR – PUBLIC RELATIONS &<br>MARKETING<br><b>EMILIA ALIOTO</b> | <b>X</b> |  |
| STATE STUDENT SENATE REP.<br><b>ISABELLA QUESADA</b>              | <b>X</b> |  |
| ESCOM REPRESENTATIVE                                              | N/A      |  |

ASCOM ADVISORS: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS: Sabrina Wallace

MEMBERS OF THE GENERAL PUBLIC: Dean Cotten, Kahlil Gray, Kelli Moore

- c. Adoption of the Agenda: Marc, Briana
- d. Approval of the Minutes: Marc, Jaff
- e. Public Comment

*This segment of the meeting is reserved for persons desiring to address the ASCOM Executive Board on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and ten (10) minutes per topic shall be observed. The law does not permit any action to be taken nor extended discussion of any items not on the agenda. The ASCOM Board or Members may respond briefly to questions or statements, however, for more information please contact the ASCOM President or Secretary to have an item placed on the next regular meeting agenda. (Brown Act 54954.3)*

**Kahlil:** Hi, I'm Kahlil Gray, former Director of Student Activities. I can't even pinpoint the year. Our claim of fame is coming up with COMchella when I was in ASCOM, and it came to life years later. I'm here today to offer you my photography services. I offer a lot of events, and I'd love to showcase what you do in a professional manner, so you're going to get a nice gallery full of images you can use on social media, and the website, and show other student governments that your standards are pretty high, as far as documentation. I'll leave my business card. Keep doing what you do. Things have definitely changed since I've been here. Thank you!

#### I. New Business (Actions May Be Taken)

Motion: Marc, Isa

- a. Discussion/action to appoint a Senator of Technology to the ASCOM 26-27 Board.  
Candidate: Amaani Cassim. Presentation by ASCOM President, Vlad Verbitschi.  
Motion: Briana, Anthony  
**Vlad:** For our applicant that is here, we would like to have you share your experience. The board will then move on to a vote. Amaani, you now have the floor to talk about your interests and qualifications for the position.  
**Amaani:** My name is Amaani. Nice to see you guys again after last week. I'm the applicant for Senator of Technology. First off, I want to start by saying why I just wanted to be a part of ASCOM in general. I love being a part of a team, and building community is

really important to me, and I think you guys do a lot of that at COM. And then more importantly, why I applied for Senator of Technology in specific. First reason was the social media aspect. I've worked in marketing a lot. The couple of jobs I've had, I have been the head of social media, and I work on graphic design to help design flyers and posters and stuff, and I know that I'd be working with marketing to do that. And I really like the creative side of it, just designing social media. I feel like there's a lot of artistic aspects in that, and I consider myself a creative person. And then the second reason was the photography aspect. I would be doing photography at events and stuff, and I have done that before. I've worked as a wedding photographer, and just charity events and stuff like that, and I really enjoyed it. I took two years of photo in high school, and I liked finding and capturing candid moments that people don't necessarily expect to see. And then the third reason was I love to problem solve, and I feel like in Senator of Technology, there's a lot of... they mentioned that you would work with the tech department to... if there's any bugs and glitches, that kind of thing, or if students had concerns with the technology, and I feel like I would love to map out a plan to help solve this problem.

**Vlad:** Thank you. Board members, do you have any questions for Amaani?

**Marc:** Hi, Amaani. In ASCOM, there's office hours, and there's some responsibility. Do you think you can manage school and ASCOM responsibilities efficiently?

**Amaani:** I think I can. I feel like I've been good at managing different things my whole life. All throughout high school, I worked a job and played sports, and I was a club president for different clubs, and I feel like I've figured out systems for me to be able to finish that all the time.

**Malisa:** What club were you the president of?

**Amaani:** I was the president of MSA and beach volleyball.

Motion to Vote: Marc, Briana

**10-0-0 PASSES**

In favor of Amaani

- b. Discussion/action to approve NTE \$4,820.15 from acct.#7200 (Interfund Club) to acct.#9576-38 to have "Physics Club" purchase supplies to build their "Scanning Tunneling Microscope." Presentation by Physics Club members.

Motion: Marc, Jaff

**Diego:** Hi everybody, I'm Diego, I'm the president of the Physics Club.

**Kai:** I'm Kai, I'm the VP.

**Diego:** And we're here to talk about our funding for our Scanning Tunneling Microscope. But first, I want to talk about, since this is a new board, I want to talk about what we've been doing for the past few semesters. So, who we are, we're mostly a project-based club that calls upon design, use of electronics, program, and fabrication, calling upon different fields of STEM. We have members from kinesiology up to physics majors. And what we want to do is provide an accessible club. Peer mentoring, me and Kai are both tutors, and we think we can learn from each other for diverse disciplines. And we also, what we're going to provide is portfolio experience, and something students can talk about, something in-depth, they can talk about something technical. For internships, research, and transfer. So, a little bit last semester, so ASCOM funded our first project, the Birkeland-Eyde Chemical Reactor, which we've been working on in the fall and spring last year, and we're done with it. We were able to make nitric acid, which was its intended purpose, and we had some good retention across that. We had a bunch of students having hands on it, building it. We also have funded individual student projects. That top right image, that's Victor with his project developed. He came in with all the circuitry, all the schematics, but what he needed was the funding, so we were able to do that via ASCOM funding. Our final activity we did as a group was we visited Lawrence Berkeley National Lab, Department of Energy Lab in Berkeley Hills. So, we were able to see some cool stuff, so premier research. And we hope to do that. So, the plan for this semester is more about to expand, to Lawrence

Livermore National Lab in Livermore. SLAC in Palo Alto and potentially go to the Exploratorium. Also, we were collaborating with the lab tech, the physics lab tech, Jay Dobson, who is very open to giving students access to his little workshop. That middle image shows all his stuff. A bunch of things students can gain some experience in. And we're also, urging students to join American Physical Society. They're trying to push people to sign up for journals, student membership is free, so we hope we can potentially discuss research topics.

**Kai:** We're requesting money for our scanning tunneling microscope project. This is the main project that we're focusing on this semester and the next, and we've been working on it for the past year. Up there, you can see everything we've gotten done. The left image is all the CAD we've completed, so we have the entire design, minus the electronics, planned out and fit together in a program, and all the parts have been spec'd, and they're ready to be ordered. In the middle, you can see we've done a bunch of designing and math. For instance, we have a migration isolation unit in there that we had to do some calculations on to figure out the proper weights and springs. On the right, you can see we've come up with a simulation program that will map what this machine is actually going to do. And for some context, this is a type of microscope where, rather than using, like, lenses or anything, you essentially take an ultra-fine needle and drag it along a surface in order to scan it. We have developed algorithms to make that happen, and we have the machine, but we still need to purchase everything.

**Diego:** One thing I'd like to add is that all our... the steps we took were based off research papers and publications and work.

**Kai:** We're pretty confident in what we have.

**Diego:** We want to be as professional as we can.

**Kai:** This semester, and mostly next, we are going to be finishing the controlling unit, which on the left there, you can see all the instruments. There's an instrument panel to control it. We still need to develop some PCBs that are actually going to power everything and whatnot. We're also going to be working on a sister project, a needle fabrication unit, which will produce the actual tips we use to scan the surfaces. That's by a separate team in the physics club, so we have a lot of opportunity for many people to get involved. And the money we're requesting is specifically to pay for everything you see in this image. Our grand total is \$4,820.15, and that covers everything from the aluminum extrusions that make up the skeleton, to the custom designed plates we're going to have cut at the factory, and all the other miscellaneous parts that make up the joints and the electronic buttons and whatnot.

**Diego:** One thing I'd like to add is that everything you see on that bill of materials is heavily considered, and yeah, if you ask us about it, we can pinpoint exactly where that item goes on the machine.

**Vlad:** Thank you. Does the board have any questions?

**Emilia:** Once you guys are transferred, where's this machine going to go? Who's going to have access to it?

**Diego:** That's going to belong to the future Physics Club. It's going to be most likely on display in the museum on the first floor.

**Jess:** So, if I'm understanding this correctly, you're asking for the \$4,000 now, so you won't have to come back in the spring to ask for more money?

**Diego:** This package is to build it.

**Kai:** We have the designs down, and we're just buying them.

**Eloisa:** But do you guys expect this to be the only request for the whole year?

**Diego:** For the whole year, as Kai said, we have another sister project that accommodates the STM. It's the fabricator which I'm working on.

**Kai:** It's much less money.

**Jess:** Okay, got it. That's just what I was trying to figure out.

**Vlad:** Any more questions?

**Henry:** For student access, is this only accessible to members of your club, or can other people outside of your club use it?

**Diego:** This is for people that join our club, and everybody can join our club, but no, yeah, a member.

**Kai:** But anybody can be a member.

**Vlad:** I'm assuming you are, but when this is built, are you going to showcase it to the college?

**Diego:** Yes.

**Emilia:** When you scan the surface of the needle, what does that show? Maybe I missed that.

**Kai:** Ideally, if we're trying to image atoms, we're going to grab a very fine tip over individual atoms and hopefully see a structure. But if we are not able to achieve that resolution, we'll still be able to see microscopic surface character and detail just by scanning it.

Motion to Vote: Marc, Anthony

**11-0-0 PASSES**

- c. Discussion/action to approve NTE \$530.00 from acct.#7300 (Interfund Transfer MCCD Departments) for MESA to host a finals study party. PRs and FOAP to follow. Presentation by Director of MESA, Nicole McIntyre.

Motion: Henry, Emilia

**Nicole:** Hi, everyone. Good to see you again, and congratulations to your new officers. If you're not familiar, every semester, MESA co-hosts a study party at the end of the year, at finals time, typically with the Math Lab and with support from ASCOM to encourage students in any sort of science, engineering, and math class to come together, a full week before finals, lock in, and start cranking out their studying for finals. And I know finals are really far away, but I'm preparing to go on leave, so I wanted to submit this request before I left, so that the acting MESA director kind of have things squared away. We are planning our event for Friday, December 4th, from 12 to 7 p.m. in the Math Lab in MESA. It's always open to everyone. We provide lunch, dinner, snacks, boba, and really try to advertise it wide and far. We have the MESA tutors working during that time, the Math Lab tutors, and I also recruit faculty to come and provide additional office hours and tutoring for their class. I'm requesting \$535 to support the dinner. MESA will provide the lunch, and to provide some of the boba for the students, which we found is always a big, exciting motivator for them to participate and kind of stay for the whole day. I'm happy to answer any questions.

Motion to Vote: Jaff, Marc

**11-0-0 PASSES**

- d. Discussion/action to approve NTE \$600.00 for the year from acct.#4500.01 (Office Supplies) to purchase supplies and snacks for the ASCOM room. Presentation by ASCOM Secretary, Malisa Ng.

Motion: Marc, Briana

**Malisa:** This is for the whole year, if we want to purchase supplies and snacks. I think you guys already saw, but I sent a little Google Doc in the WhatsApp group chat where you could put whatever snacks that you want to get. That's basically what this is for.

**Jess:** Total for the year.

**Eloisa:** You don't have to spend all of it, it's just in case.

**Malisa:** Yeah, we're just going to approve it now.

**Jess:** So that we don't have to go through and approve it every time we want snacks.

Motion to Vote: Marc, Briana

**11-0-0 PASSES**

- e. Discussion/action to appoint Ruby Colli Rodriguez to the Career, Technical, Education Committee. Presentation by ASCOM President, Vlad Verbitschi.

Motion: Isa, Jess

**Vlad:** I just wanted to inform everybody that Ruby Colli Rodriguez has been appointed to the Career Technical Education Committee. For a student to serve on the Participatory Governance Committee, also known as PGS, the President of the Student Senate must approve the appointment. This item is therefore being shared with the board, with you all, just for informational purposes, and if anyone is interested in serving on any committee in the future, or if you have friends that are interested in doing so, please tell them to contact me, and let me know what committee they're interested in.

- f. Discussion/action to discuss the Fall 2026 and Spring 2027 Printing Collaboration with Student Activities and Advocacy. Presentation by Equity & Activities Coordinator, Tea Perales.

Motion: Briana, Emilia

**Tea:** Hi, everybody. So in my role as Equity and Activities Coordinator in Student Activities and Advocacy, we put on, you know, programs like Welcome Week, Women of Color Cafe, which we just had this past Wednesday, and we had a really great turnout, and QT Pie Cafe, a lot of different programs. And so, in the past, it's been really beneficial that ASCOM has supported the efforts of these programs simply by sponsoring the cost of the posters being printed. So, I'm coming to ask this year's board if that's something that you all are willing to collaborate on. So, it does not mean that ASCOM is responsible for creating any posters. That's my responsibility, I'll be creating the posters. It simply is sponsoring the purchase of the posters, which will include having the ASCOM logo on all the marketing materials. ASCOM already posts the student activity programs on your social media. We find that ASCOM, you all have just a huge following and campaign for social media and for just being recognized on the campus, so I think this is a great collaboration to have ASCOM being advertised on the events, to just also give it that stamp of support. And then also it really does help our reach and the creativity that goes into the posters that I create.

Motion to Vote: Jess, Briana

**11-0-0 PASSES**

- g. Discussion/action to implement an anonymous feedback box for ASCOM. Presentation by ASCOM President, Vlad Verbitschi.

Motion: Emilia, Briana

**Vlad:** I wanted to propose that we implement an anonymous suggestion box, feedback box, it would just be placed in front of the ASCOM room. And Henry had also mentioned that he's going to be creating flyers to hand out to students with a QR code, and they'll be able to give feedback through that QR code. So, I was thinking, if we all agreed, his flyer could have a little note letting students know that we're going to have an anonymous suggestion box where students can just write a suggestion and leave us some feedback on ideas for events, concerns, or any ways that ASCOM can better support students and improve the overall life on campus. And I just wanted to hear the board's opinion, if you think this is a good idea, and if we should implement this.

**Jess:** I like it a lot. Have you already set up a Google form for suggestions, Henry?

**Henry:** Not yet.

**Jess:** Do you want me to do that?

**Henry:** I mean, I can do it. I was just busy this past week.

**Jess:** I figured. That's why I was offering, because I have had a pretty chill week. So yeah, I can make that, it'll be on the ASCOM account, and I can shoot you the link on WhatsApp.

**Vlad:** I believe Sadika mentioned that we already have a box that we could use.

**Henry:** Yeah, in her office.

**Amaani:** It could also be helpful to put the QR code on the box, so if some people are passing it and see it, but they don't want to stop to write it down in person, they can just scan it.

**Briana:** That's a good idea.

**Henry:** Well, we can have my flyers... I was going to post them around, so I can post them outside the office, and just all around.

**Amaani:** Oh yeah, that's a good idea.

**Marc:** And we can read the feedback in the ASCOM meeting. But it depends on how much is in there.

**Amaani:** We could have someone go through them and choose which ones need a discussion.

**Jess:** It's a good idea to vet them instead of reading them live, just on the off chance that we get hate mail or something. I'm not saying we're going to get hate mail, but, like...

**Vlad:** And that's a good idea. I'm going to talk with Sadika on ways that we can vet that.

Motion to Vote: Marc, Henry

**11-0-0 PASSES**

- h. Discussion/updates on upcoming programs. Presentation by: All board members.

Motion: Marc, Jaff

**Marc:** Basically, this Monday and Tuesday is going to be Club Fest. The last time I checked, there were 29 clubs in total enrolled, so I think we broke the record! That right there is the map layout, me and my team were working on it. So, I think we're going to put ASCOM in the middle of the AC quad, so we can watch every club that surrounds us, right? We're like a big boss, you know, like, we need to control. I decided to put AGS and PTK in the main entrance because they're an honor society club. I decided to put the learning communities together, decided to put the STEM clubs together, some environmental action clubs, some nature clubs together. That's basically it. Oh yeah, one thing. On Tuesday, I know Vlad's going to pick up the pizza on Tuesday, can anyone volunteer to pick up the pizza on Monday, 12pm? Because I got class.

**Emilia:** I can do it.

**Marc:** Okay, Emilia, thank you so much. Anything to add, Malisa? Jess?

**Malisa:** No, I was just going to say what you said.

**Jess:** Yeah, I think you hit the nail on the head.

**Malisa:** Eloisa, where is the pickup location?

**Eloisa:** It'll be the flagpole by AC. I'm going to give them Emilia's number.

**Tea:** I have a question. Did you and your co-leads discuss music?

**Marc:** We're going to discuss the music playlist after this meeting.

**Vlad:** I personally like the idea of the ASCOM table in the middle, I just wanted to make sure that everybody else was comfortable with that.

**Amaani:** I just wanted to ask, I remember last week, you guys mentioned that there was going to be extra tables in case clubs that hadn't signed up showed up. Does the layout accommodate for a space for that?

**Jess:** I can speak on that. Like Marc said, we had a much bigger turnout of signups than we expected, so we actually have reached the maximum amount of tables that facilities has available for the event.

**Amaani:** Okay, makes sense.

**Jess:** So, unfortunately, we don't have any reserved tables. Or we might have one or two.

**Marc:** I mean, we can borrow the tables from the cafeteria.

**Jess:** I'll email the mailing list just to ask if anyone's only planning to attend one day, so we can see if we have some tables set aside.

**Malisa:** I have something. I just wanted to check in, Emilia, about Midterm Movement, if you want to have something placed on the next meeting agenda to approve funding?

**Emilia:** Yeah, I'll have stuff placed for the next meeting. So, Yanis and I started, we already came up with the full idea, and we've contacted everyone that needs to be contacted. Okay, so this is the idea for anyone that doesn't know. We're going to have 3 tables. The ASCOM table is going to have stress balls/squishy balls. We have extra stress balls, so we're going to have those, and then we might have to buy a little more. And then we're going to have Scantrons for whoever needs them for midterms, and also a hot water dispenser and some tea, and sugar and honey, and it's a super cute, calming vibe. And then we're going to have a table for the psychiatric services, which I've contacted. They still haven't gotten back to me, because I think, you know, it can be a stressful time. The whole idea of the event is anti-stress, and so it's good to make sure everyone knows about our services on campus. And then, the last table will be pizza. We'll have dogs from the Marin Humane Society, and we've contacted them already, and we'll also have a soccer net and a soccer ball, and then either a volleyball net or a badminton set, because we thought of implementing the physical activity as well in this, like an anti-stress event, and so I've also coordinated with the athletics department and seeing if they have either soccer, volleyball, or badminton, so we don't have to pay for any of those, but we might have to spend some money on a badminton set if they don't have that, because I think that would be really fun.

**Jess:** I'm pretty confident we have badminton from last year.

**Marc:** That was my racket.

**Amaani:** I have a badminton set.

**Emilia:** I did the budget report, and now that I know that we already have badminton, that's good. So, we're at \$650. It will probably be less if we don't have to buy paper cups. I'm going to look in the storage room and see what we already have, but right now it's \$650. And yeah, and I'm working on the location.

**Marc:** I have a question. So, how many dogs are going to be there? Because the last time, we only had one dog.

**Emilia:** We decided on about 3 to 5 dogs.

**Marc:** Make sure that all of them come.

**Emilia:** Yanis is the one that... I don't know, he didn't CC me on that, so I don't know if they've answered. But he's the one working with the Marin Humane Society, and I'm doing the athletics thing, and the psychiatric services, to see if they want a table and stuff. But yeah, hopefully that works out.

**Tea:** I just have a question. Emilia, can you update? I'm just looking, and we're... I sent you an email this morning, I'm not sure if you got it yet, but we're two and a half weeks out from the event. So, I'm just curious if you and Yanis have submitted the activities form already?

**Emilia:** I had to redo the activities form because I noticed that there was a good amount of mistakes on it, so now I'm just waiting for... I think you might have signed it already, but I'm just waiting for your signature, and that's all. And then just the location. I'm thinking we will need a grass area if it rains, that's what I'm worried about. Like, I don't know if we could do the sports part of the... like I'm still working on the location, but once that is finalized, then the activities form is completely done.

**Tea:** Okay. Definitely concerned, since we're two and a half weeks out and don't have a location set. So, I sent you a Zoom... you and Yanis. I realize Yanis might not be available now, but as soon as this meeting ends, I want to meet with you. It seems like things might be behind schedule, so I want to check in and see what you need to get back on track.

- i. Discussion/action on budget report. Presentation by ASCOM Treasurer, Yanis Louahdi.

## II. Standing Business (Actions May NOT Be Taken)

Motion: Marc, Briana

Officer Reports:

i. PRESIDENT REPORT:

**Vlad:** On Tuesday, I attended the California Community College Board of Governors meeting. It was a lunch, and I sat at the meeting and had lunch with Henry as well, and Dr. Eldridge invited us up to listen to the board meeting, and it was nice. I got to see how the California Board of Governors runs their meeting also using Robert's Rules, and it was a pleasure to hear the positive feedback that they had about College of Marin, and the work the college is doing to support students and the community. They seemed fairly pleased. I completed my office hours. I've continued conducting check-ins with the ASCOM board members. I'm in the process of scheduling a meeting with Professor Agudelo-Silva and Marie Gutierrez, president of the Sustainability Club and advisor to the club, to discuss possible ways ASCOM can work with the Sustainability Club. Jessica will attend this meeting with me. I also, if you could please look out to your email. I sent everybody on the board an email asking for feedback regarding the updates to the Equal Employment Opportunity Committee, EEOC plan. If you could please provide me with any feedback by October 3rd, that'd be greatly appreciated. I have to submit it by October 5th. There's also an open student committee position on the Measure B Citizens Bond Oversight Committee. This committee only meets four times a year on Wednesdays at 4:30pm. The purpose of this committee is to ensure that the district is expending bond proceeds only for the purpose set forth in Measure B, as approved by the voters. And what this means is Measure B is a funding for major College of Marin facility improvements, so this committee provides independent oversight to make sure that the money is being spent as intended. So, anyone that wants to join that committee, or has friends that are interested in joining, please let me know. I know, Amaani, you'll have to join a committee soon, so maybe that's one that you're interested in. And upcoming events, with the feedback of Jessica, she suggested that in the agenda, we should announce what upcoming events we have. So, upcoming events, please remember that we have It's Fall Y'all. That's Wednesday, September 23rd. Then we have Club Fest, September 21st, 22nd, that's a big one. I know Marc and his co-leads have all been working together very hard on that. Midterm Movement and Halloween is October 7th and 28th. Just a heads up for It's Fall Y'all, the 360 booth, the camera booth, it will be ready at 11 a.m., located in the AC quad across the food distribution overhang. And the iPad will be ready on September 23rd in Eloisa's office, and there's a password provided, and you can access the iPad, and I believe it has templates for the photos.

ii. VICE PRESIDENT REPORT:

**Marc:** Me and my team have been working really hard on the Club Fest event. We broke the record. 30 clubs in total enrolled in Club Fest. We're very happy about that, and very excited to work on a large-scale event. I met with Tea. I completed two out of three of my office hours already. I'm going to complete the rest after this meeting. I'm probably going to discuss more about the Club Fest with my squad.

iii. STUDENT TRUSTEE REPORT:

**Henry:** I did half my office hours on Tuesday; I'm doing the other half after this. I also went to the Board of Governors lunch with Vlad, and I was at their meeting for a short time. I had my Board of Trustees meeting on Tuesday. It was good, it was super short, so nothing to note here. And I also helped a student in my philosophy class with his philosophy club, and I made sure he was okay with everything.

iv. SECRETARY REPORT:

**Malisa:** I completed all of my office hours this week. After this meeting, we're just going to be doing Club Fest things.

v. TREASURER REPORT:

vi. SENATOR – TECHNOLOGY:

**Amaani:** I haven't started working on anything, but I'm excited to post things on the social media for upcoming events.

vii. SENATOR – ENVIRONMENTAL ACTION:

**Jess:** I have been continuing to establish a network. I've gotten a few more contacts from one of my professors, and I'm hoping to get the last of them at Club Fest this week. I just want to remind the board as a whole that the co-leads of events are responsible for emptying out the wagons after and putting supplies away neatly. And then, other than that, I've attended all of my office hours. Okay, also, I'm going to mention, I am updating my office hours starting next week. The new ones, it will be on Monday and Tuesday from 12:40 to 1:10. And it will be on Fridays from 10:30 to 12:30. And then lastly, after this meeting, if I have time, I will be doing a transition meeting with the incoming Senator of Tech, and if not, I will plan for that in the coming week.

viii SENATORS (2) – STUDENT ACTIVITIES & SERVICES REPORT:

**Anthony:** I completed all my office hours. I met with Emilia in the room, we talked a little about what she needed, I gave her a checklist. I'm planning to be way more a part of that, making sure things get done. And I also want to share some of the responsibility for falling behind. I don't want that to fall on them, because it's also my job to remind people, and I fell behind on that. That's pretty much it. There's no stress, I think. We're still going to get it done.

**Jaff:** I attended the first part of my office hours this morning, and I will be doing the rest after the meeting. And also, I haven't really worked on anything else, I've been working on fixing my schedule, because I was in six classes, that's why I was falling behind on ASCOM stuff, so I dropped one, so hopefully I'll be more involved.

ix. SENATORS (2) – PUBLIC RELATIONS & MARKETING REPORT:

**Emilia:** I thought it was a chill week until Wednesday, and I looked at the calendar, I'm like, wait, October 7th is in 3 weeks? So then, since Wednesday, it's been grind on that. Just did the forms you have to fill out and everything, and planned everything with the help of others. I did my office hours. I helped someone. I was at the ICC meeting last Friday after the meeting, and I also helped that club organize what they're going to do during Club Fest because one of them is part of two clubs, and I was trying to explain, like, how you could, you know, separate your time.

**Briana:** I attended the first Technology Planning Committee on Monday during my office hours. Nothing big happened. We were pretty much just reviewing what was going to happen in the meetings going forward. We'll be meeting every second Monday of the month. Before that, I went around, took down some posters, some QR code posters for Club Fest, because we don't want more people trying to sign up after the deadline. I assisted with some preparations for Fall Y'all, so I'm cutting out the paper leaves for the gratitude tree. I did that during my Wednesday office hours.

x. STATE STUDENT SENATE REPRESENTATIVE REPORT:

**Isa:** On Tuesday, I got to meet and talk to the Chancellor of the California Community Colleges, Sonya Christian, which was super cool, and I completed my office hours on Tuesday and Thursday.

xi. ESCOM REPRESENTATIVE REPORT:

xii. ASCOM ADVISORS REPORT:

**Tea:** Hi, everybody! Just a reminder that if ever you're unexpectedly going to be absent or late, as soon as you are able to make sure that you are emailing Sadika and myself so that we're aware also that you're okay, or that you'll be late for our meeting. Just a reminder about that policy. Another reminder is to make sure that during your office hours, or also to make sure that your tasks are caught up, so that's a great time to be working on, if you're co-leading an event to, you know, use that time accordingly. It's really, really important to stick to the schedule of the event planning. Because there are a lot of different pieces that go into place,

as ordering the rooms, the tables, the chairs, ordering the food, supplies, it does impact the whole planning process if that gets behind, and if things come up and things get behind, it's your responsibility to be communicating that, and getting the support that you need, which sounds like that did happen with the planning of midterms, but we want to just make sure that we're getting... that you have everything you need to stay on track. And so I'll be meeting with Emilia after this meeting, just to make sure that everything is going to be completed in time for the midterm event. And then also, co-leads, I think as you can see, like with the Club Fest, it's really important that co-leads are meeting with each other, so this means not just being CC'd on emails or text, but that you are both having met, and are both on the same page, so that, if anybody has a question about the event or the planning, that both of you are able... or whoever's the co-leads are able to answer the question and know the status of things. So, remember that it is expected that you all are meeting. It could be on Zoom, on the phone, or in person, but we want to make sure that you are meeting because I think not doing that usually gets things behind, or things get lost. And as always, you can let me know if there's something that you need, if you're needing extra support, or finding that things are behind schedule, as an advisor, that's what I'm here to do, is to help you all get back on track, or stay on track. And I did let Marc know that, yeah, the Club Fest, y'all are doing great. I think this might be the biggest number that RSVP'd for Club Fest for the fall, so great work on that, being proactive. And then I'm also going to be out of the office next Monday or Tuesday, but Sadika will be here on Monday for Club Fest. I've communicated that with Marc, so Marc is aware of that, and I'm offering support today, but we'll be back in the office on Wednesday. And then if you all go to the storage shed today, there are mugs that were for Women of Color Cafe that we couldn't find, but I'm happy that Jess found them today in the ASCOM room. But whoever goes down to the shed next, if you can just bring those mugs up to the ASCOM room so that I can get those to my office next week.

**Sadika:** Next week, Tea already shared that they will be out on Monday. I will be out from Tuesday through Friday. I'll be at a conference in Southern California, so I will be available by email, so feel free to email me if you need me but just be aware that I won't be there. Tea will be there with you all for Fall Y'all. I wanted to say thank you to Jess for tidying up the room and moving things to the shed. Please, everybody, do that, and not have it be one person or two people. It's a shared responsibility. And then, something I was excited about and also wanted to mention is I hear that this is the largest response rate we've had for Club Fest, so super excited. Great job to the crew that's been leading this. And also, we may have to pivot and share tables, so just be aware that if that starts to happen, be prepared to have people share tables, and it's just going to be what it is, so heads up on that. We have had folks also show up sometimes and just ask if they can table, so just have a little bit of a backup plan there. That's just a recommendation. And then, Amaani, congratulations, super excited that you are officially part of the board, and then Jess will have the follow-up meeting with you. We have a couple of things that are already on the list for us to get onto social media, so Jess will be able to guide you through that, and then Vlad will go through a lot more of the details of just how ASCOM functions, what's needed, our community flags, so please go ahead and schedule a time with them as soon as you can.

#### Committee Reports:

Motion: Anthony, Jaff

- i. CAMPUS POLICING & PUBLIC SAFETY ADVISORY COUNCIL (Malisa) –
- ii. CITIZENS BOND COMMITTEE (Henry) –
- iii. COLLEGE COUNCIL REPORT (Vlad & Marc) –
- iv. GOVERNANCE REVIEW COUNCIL (Emilia) –

- v. PLANNING AND RESOUCES ALLOCATION COMMITTEE (Isa) –
- vi. EDUCATIONAL PLANNING COMMITTEE –
- vii. FACILITIES PLANNING COMMITTEE –
- viii. INSTRUCTIONAL EQUIPMENT COMMITTEE –
- ix. PROFESSIONAL LEARNING COMMITTEE (Jess) –
- x. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE –
- xi. TECHNOLOGY PLANNING COMMITTEE (Briana) –
- xii. INCLUSION, DIVERSITY, EQUITY, & ACTION COMMITTEE –
- xiii. COMMUNITY HOUR COMMITTEE (Jaff & Anthony) –
- xiv. ENVIRONMENTAL ACTION –
- xv. CAREER, TECHNICAL, EDUCATION COMMITTEE (Ruby) –

### III. Communications from the Floor

*a. This time is reserved for any member of the Board to make announcements on items that are not on the agenda. A time of limit of three (3) minutes per speaker and ten (10) minutes per topic shall be observed and the total time will not be extended.*

**Marc:** When you bring food and are eating in the ASCOM room, please make sure to clean it up after because it's dirty.

**Jess:** In general, if you are in your office hours, and you don't have anything else to do, you can always be cleaning the space.

**Marc:** I am cleaning the space every time I'm in here.

**Jess:** I know, that's good. I'm just reminding the entire board to do that.

**Vlad:** I have a comment. So, I'm going to leave these up here, this is the League of Women Voters, telling everyone to get out and vote. I think it's very important that we vote. So, on Monday, September 21st, there's going to be a meeting in CSS 200 from 12:40 p.m. to 1:30 p.m., and the League of Women is going to be talking about pros and cons of the ballot. It's not one-sided. I think the job is informing people on how to vote. So, yeah, just feel free to grab one of these, and don't forget to vote.

**Emilia:** Wait, I have one thing to say. I know someone in the LGBTQ club, and they're looking for a leader. They're missing one of their leaders. They feel like they have a lot to do because they don't have enough leaders. So, if anybody's interested in being a leader for that club.

**Jess:** I do just want to jump in with that and say that, due to conflicting interests, ASCOM board members cannot sit as club officers.

**Emilia:** Yeah, but there might be missing an ICC rep, I'm not sure.

**Jess:** I was going to say, ICC rep you can do, and you can also help. You can help them with their stuff, but you can't be an official president or vice president.

**Emilia:** Yeah, I meant ICC rep, and she didn't specify which position it was. She just expressed that she was stressed about that.

**Malisa:** I think we should kind of tell everyone what to expect when they volunteer for Club Fest, like with the tickets and everything. We're going to have the club forms at our table, if people ask. And then we have tickets, right? If students interact with the clubs, the clubs will give them a ticket, and then they can come exchange that for pizza. And I think we were saying 4 tickets?

**Marc:** 4 or 5, approximately. So, you know the pink tickets, we're going to give the tickets to all the clubs. And the students need to interact with the clubs, need to talk to everything, so the club can give them the ticket, and we need 5 tickets to exchange for the pizza and soda. That's why we need to, like, get the student to be involved more, not just take the food and the drink and then leave.

**Eloisa:** How many tickets are you giving to each table?

**Marc:** That's a good question.

**Eloisa:** Make sure it's an even number for everyone.

**Marc:** Yeah, I don't think we have enough.

**Jess:** We can always recycle tickets. As we get tickets, we can go and redisperse them.

**Marc:** What should we say?

**Anthony:** Like, they give us the tickets, and then one of us just goes around.

**Briana:** Maybe like 30.

**Marc:** Because it's in the circle, we're recycling.

**Vlad:** I have one more comment. If everyone could please stay back after... we're really doing a great job. I'm so proud of myself and all the board members for working well as a team. I want to hand out these printouts that Sadika's going to send to us of the Roberts Rules terminology, so,

you know, when we are conducting ourselves in the most professional way during these board meetings, just in case one of those terms gets used so that we can all be aware of what it means, because, I think it's just... it's good to know that. For those that don't already know what they mean, like myself.

**Marc:** I just want to give a big shout out to Anthony for bringing the Shake Shack!

**Anthony:** Please stay behind. And also, the leaves, we got to work on them. If everybody makes 10, we can get that done, you guys get some food too.

#### IV. Public Comment

Motion: Briana, Jaff

*a. This segment of the meeting is reserved for persons desiring to address the ASCOM Executive Board on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and ten (10) minutes per topic shall be observed. The law does not permit any action to be taken nor extended discussion of any items not on the agenda. The ASCOM Board or Members may respond briefly to questions or statements, however, for more information please contact the ASCOM President or Secretary to have an item placed on the next regular meeting agenda. (Brown Act 54954.3)*

**Eloisa:** Hi! Just so you guys are aware, I guess the end of last semester, I was working with IT to figure out the camera system. It worked in the last room, but as we can see, it's not the most efficient setup for this room. If you guys have any feedback, or how you would like the camera setup, or the computer, or anything in the room, please let me know. You can let me know after the public comment, or I guess you can email me. I'm meeting with them Thursday, we'll be here 10:30 a.m., just so I can figure out what they can provide camera-wise, and if we want a desk or a computer over there instead of having it there. Anyone have feedback now?

**Briana:** Maybe setting up somewhere near the middle of the table?

**Jess:** I was thinking a normal one, not a fancy one. I'm pretty sure that one tries to track movement.

**Eloisa:** I was going to see if they could do something up there so it's the whole room, but I'll see what their capabilities are.

**Briana:** Is there possibly a way to disable the motion tracking on that?

**Jess:** I have tried and failed.

**Dean:** You could try to center it. It tracks speed a lot. I'm a little fidgety, and it's on me right now.

**Eloisa:** I think the issue is that it needs to be attached to the computer, so we have to move the computer with it, the wires and all that.

**Vlad:** I don't know, just a suggestion. Could we not get a camera, and run a cord along the wall, and then have the camera placed on top of the projector so it just sees the whole room?

**Marc:** Can we drill through the wall?

**Eloisa:** I'll give all this feedback to IT to see what's possible. I think if they're going through technology they could drill it, but I don't know if we can just start drilling. But if IT approves, and Sadika approves, and Tea approves, if you guys are all okay with it, we can change some things. I think the good part about us having a new room in a new building is it's kind of a trial run, so if we see that something about the setup isn't working, we can always try and change. Even if it's outside of the IT thing, if you guys ever have feedback about things that need change, bring them up. Any other questions?

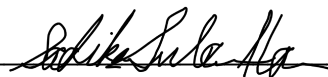
**Marc:** We have 2 cameras, right?

**Eloisa:** We have a camera on the computer, I don't think it's that high quality, and then we have that 360. We're working on it, the person I was working with retired, so we're restarting. For Club Fest, I think I left for Malisa a stack of forms. There's membership rosters, if people want blank ones. There's just the second page, which is just general members. There's the packets for starting new clubs, students show up, they don't actually have a club yet, but they want to do all the forms. The packet has instructions, QR codes, and all three forms they need to submit for that. If you guys find that you need any other forms, let me know, I can print a few. If you aren't aware of how the forms work, clubs will most likely show up and also ask you guys for help on filling out the forms. If you are unsure what the requirements are for starting a club, for renewing a club, please let me know and I can explain that to you guys. It's all on the website and on the forms, but I get a lot of questions in my office about it, so if you guys aren't sure, they'll be answering questions. I did want to advise, for the ASCOM table, we have the tablecloth in the shed, so that should be brought back. You guys will be using this table here. Facilities gave us this one, so we can set it up in case you need it, so they don't have to set it up, so that would be the ASCOM table. There will still be 30 all around. I recommend maybe post-it notes or signs or something on the tables for what club it is. Sometimes people, especially if they did Club Fest other years, they might just show up and start setting up at a table. So, let's make sure that it's reserved for the clubs on the table so they know where it is. Something to consider. And then, if, for example, the Humane Society's coming, if you guys ever have any outside organizations coming to campus, we can give them parking permits, they don't have to pay day of. I already organized it, you guys notified me that they're coming, but if you can at least give me one week's notice because I have to talk to the police department, and then they have to give it to me, and then you guys have to give it to whoever you're organizing with. So if anyone from off-campus is coming for an ASCOM event, please let me know so we can get them free parking. For the music, let's make sure... I think we had a playlist last year. Let's make sure whatever we add to the playlist, so we want to keep it super instrumental or not inappropriate in any way. No swear words, no inappropriate topics, etc. Middle school dance with the clean radio version. And then Amaani, I'm going to be emailing you for your documents so you can finalize onboarding you. Everyone's gone through the process, so if you have questions about the process, you can ask me or anybody here. Then I'll send you a contract for that.

**V. Adjournment: Marc, Anthony 1:43 p.m.**



ASCOM President



ASCOM Advisor